

Advisory Committee on Accessibility
Monday, April 18, 2022 3:00 – 4:00 PM

Minutes

Attendance:

Ethan Fellows, CEDO
Vanessa Santos Eugenio
Sophie Suave
Laura Siegel
Nathan Besio
Amber Fulcher
Marcus Gunter, ASL Interpreter

3:00 Start: Introductions

- Introducing Ethan Fellows as a new member to the committee.

Possible Goals for the Upcoming Year

- Review possible initiatives and community collaborations for the new fiscal year
 - The committee has asked for and received \$15,000, currently being used for interpretation.
 - Said budget is moving under CEDO and moving forward will be working with CEDO to use it.
 - Language Access Plan: How can this committee contribute to it?
 - Vanessa: Documents on working and best practices for interpretation. Can be used as a valuable resource as well as an important part of onboarding/orientation
 - Nate: Could put documents and resources on how to make things more accessible, which can then be given to Ethan for incorporation into the Language Access Plan
- Review and suggest updates to the public website
 - Nate: Recommend that we update with new information as well as regular postings.
 - Sophie: On the same vein as the website, it would be great to be able to keep people more informed. Especially employees could use training on how to access and use accessibility resources.
 - Vanessa: A big goal of the partnership with CEDO and HR is to establish and roll out trainings and resources for citywide employees.
- A Resource Page for Accessibility
 - A way to convey unique and important things about the area regarding accessibility to people
 - Laura: Perhaps a FAQ section on the city website, could include an accessibility map.

- Sophie: Wonder if it would be possible for accessibility map functions to be added to city map/website where it can be regularly updated (GIS Mapping). Currently might have already have resources at DPW to create this map.
- Laura: Link to some accessibility maps, wish there was a written version for visually impaired people
 - <https://legislature.vermont.gov/home/site-resources/accessibility/>
 - <https://www.uvm.edu/map/> (has an accessibility layer)
- New Members for the committee
 - Nate: When the committee was first put together, representatives from all over the city would attend, it would be great to get more people back on board. One example could be a representative from the Burlington School District.
- Providing feedback on upcoming plans and proposals regarding disabilities and accessibilities (Insight on building codes and laws, etc.)
 - Vanessa: Capital Planning position could be a great addition to the committee
 - Sophie: That position was recently filled and while they could use some time to settle in, could be important to include them from the beginning.
- Having more transparency on accessibility within the city and a new role of an ADA Coordinator
 - Suggested way to approach this goal is as a letter to the Mayor, need to be direct with what the issues are and how the role would fill the gap. The process of creating a new role often needs for a cost to be determined then it is voted on at city council.

How do we begin the process of creating a submitting a proposal (to request funding, etc.)?

- Nate: Should we reach out to CEDO (where our budget will be coming from) first and have CEDO pass it along or should we reach out directly to the Mayor's office?
 - Vanessa: Probably both at the same time, would be wise to have a conversation with CEDO first since that's where the money is coming from now, last time we wrote directly to the mayor.
- Vanessa: In terms of timing, highly recommend that we have something ready to be sent out by our next meeting in order to begin this process.
- Sophie: Does our budget disappear at the end of the fiscal year if it isn't used?
 - Vanessa: Will find out and follow up
- Nate will use the minutes from this meeting to create a rough version of a proposal and gather feedback from the rest of the committee. Goal is for the initial draft to be out by next Monday

Language Access Virtual Platforms

- Ethan: Asked Laura if she has any complaints with interpretation over Zoom, the city has been looking at KUDO, a Remote Simultaneous Interpretation software as an alternative where multiple avenues of interpretation are needed
 - Laura: Happy with Zoom, has even created resources on how to ensure best Zoom interpretation:

https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fdail.vermont.gov%2Fsites%2Fdail%2Ffiles%2F%2Fdocuments%2FHow_to_Make_Your_Virtual_Meetings_ACCESSIBLE%25203.14.2022.docx&wdOrigin=BROWSELINK

- <https://accessibleweb.com/about-us/>

Providing feedback for other projects

- Nate will try to work with Sophie regarding the upcoming Leddy Park Comprehensive Plan

Meeting Adjourned at 3:58